

STATE OF OREGON
OCCUPATIONAL CATEGORY/SKILL SUPPLEMENT
Complete and Attach to Your Application
For the Following Jobs:
INFORMATION SYSTEMS SPECIALISTS

SC-07

1481 Info Systems Specialist
 1482 Info Systems Specialist 2
 1483 Info Systems Specialist 3
 1484 Info Systems Specialist 4

1485 Info Systems Specialist 5
 1486 Info Systems Specialist 6
 1487 Info Systems Specialist 7
 1488 Info Systems Specialist 8

Listed below are occupational categories included in the Information Systems Specialist series. Check the 3-letter codes below in which you possess experience or formal training and are willing to work (refer to description of Occupational Categories on page 2 of announcement). Submit this sheet with your PD300IS application.

OCCUPATIONAL CATEGORIES	MAIN-FRAME	CLIENT-SERVER	VOICE:		OTHER
			PBX/Key	Hybrid/Other	
Data Base Administration	__DBM	__DBC	__DBX	__DBO	__D/B
Network Communications:					
Data Center Operations	__DCM	__DCL			__DCO
LAN/WAN Administration	__LWM	__LWC			__LWA
Technical User Assistance	__TUM	__TUC	__TUX	__TUO	__TUA
Systems Development:					
Programming	__PRM	__PRC	__PRX	__PRH	__PRG
Programming/Analysis	__PAM	__PCL	__PAX	__PAO	__P/A
Sys. Analysis/Sys. Eng.	__SAM	__SAC	__SAX	__SAO	__SAE
Customer Service Consulting (Voice)			__CSX	__CSH	
Network/User Training (Voice)			__NTX	__NTH	
Business Analysis	__BAM	__BCS	__BAX	__BAO	__B/A
Project Coord./Leadership	__PCM	__PCC	__PCX	__PCO	__PRL

LANGUAGES:

___ (CBL) COBOL	___ (C/L) C LANGUAGE	___ (SQL) SQL
___ (BAS) BASIC (Visual Q)	___ (ASB) ASSEMBLER	___ (P/P) PC PROGRAMMING
___ (4TH) 4TH GENERATION	___ (OBJ) OBJECT ORIENTED LANG.	___ (OTL) OTHER LANG.
___ (ESY) EASYTRIEVE	___ (JCL) JOB CONTROL LANG.	

SYSTEM TYPES:

___ (NOX) Nortel PBX	___ (LUX) Lucent PBX	___ IVR (Interactive Voice Resp.)
___ (NKS) Nortel Key System	___ (LKS) Lucent Key System	___ ACD (Automatic Call Distrib.)
___ (NVM) Nortel Voice Mail	___ (LVM) Lucent Voice Mail	___ (OTR) Other

SKILL CODES: Check (√) the 3-letter codes that refer to the skills you have as described on the following Skills Information Sheet. Check only those in which you have training or experience. The information you provide below will determine the eligible lists on which you will be placed.

___ IS1	___ IS2	___ IS3	___ IS4	___ IS5	___ IS6	___ IS7	___ IS8	___ IS9	___ I10
___ I11	___ I12	___ I13	___ I14	___ I15	___ I16	___ I17	___ I18	___ I19	___ I20
___ I21	___ I22	___ I23	___ I24	___ I25	___ I26	___ I27	___ I28	___ I29	___ I30
___ I31	___ I32	___ I33	___ I34	___ I35					

Signature _____

SOCIAL SECURITY NO. _____

INFORMATION SYSTEMS SPECIALISTS

SKILLS INFORMATION SHEET

Following are skills that will assist hiring managers in selecting the most qualified applicants for various Information Systems Specialist positions. Refer to this sheet when checking your skill codes on the Supplement.

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|---|--|
| (IS1) Operated computers, pcs, and associated software. | (I18) Solved system problems for a mixed environment with a variety of applications and operating systems. |
| (IS2) Operated system-related peripherals (printers, tape drives, magnetic tape drives, cartridges subsystems, optical character readers, communicating controllers and remote job entry terminals) OR operated voice communication-related peripherals (multi-line phones, modems, and printers). | (I19) Designed system upgrades and expansions. |
| (IS3) Performed monitoring, backups, and production scheduling. | (I20) Developed or analyzed systems that introduced new technology or new businesses. |
| (IS4) Performed troubleshooting and solved operations problems. | (I21) Developed or designed systems involving multiple vendors and interorganizational cooperation. |
| (IS5) Installed software, hardware, data, or other communications equipment. | (I22) Coordinated projects with other Information Systems professionals. |
| (IS6) Instructed users on equipment and systems operations. | (I23) Configured system hardware and software. |
| (IS7) Analyzed and diagnosed systems problems and coordinated solutions. | (I24) Created connections in remote locations with no established backbone structures and mixed standards. |
| (IS8) Planned and implemented special tasks or projects. | (I25) Evaluated vendors. |
| (IS9) Programmed and documented existing software applications. | (I26) Coordinated system upgrades and migrations. |
| (I10) Wrote documentation according to established standards. | (I27) Solved operational problems at multiple interconnected geographical sites. |
| (I11) Tested and debugged programs and systems. | (I28) Resolved resource competition issues. |
| (I12) Programmed and developed original applications. | (I29) Established procedures for diagnosing and solving system performance problems. |
| (I13) Built implementation plans. | (I30) Monitored, diagnosed, and solved database performance problems. |
| (I14) Identified and solved version compatibility issues. | (I31) Established standards and precedents for database design. |
| (I15) Developed system specifications. | (I32) Installed and maintained database security systems. |
| (I16) Analyzed and defined user requirements. | (I33) Maintained multiple distributed databases. |
| (I17) Evaluated new products and analyzed their application toward systems solutions. | (I34) Updated and documented data dictionary. |
| | (I35) Maintained relational integrity of data or multiple interconnected networks. |